



LOS ANGELES COUNTY WIA YOUTH PROGRAM BULLETIN

NUMBER: YTH00-01

SUBJECT: JTPA Close Out Package

DATE: 7-31-00

EFFECTIVE DATE: IMMEDIATELY

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TO: JTPA/WIA Youth Providers

This bulletin provides preliminary information on the JTPA Close Out Package.

During the month of August, 2000 you will receive a JTPA Close Out Package from our consultant, Linda Manion. The Close Out Package will request a plan from each agency that received JTPA funds. For the JTPA participants you enrolled in the month of June, you will be asked to indicate the amount of JTPA funds you will expend to complete the summer employment activities for those participants through September 30, 2000. The number of participants enrolled in the month of June must justify the amount of funds you indicate you will need to run the program from June through September 30, 2000.

The amount of JTPA funds you indicate in your Close Out Plan as being necessary to sustain your program through September 30th, should coincide with the amount of JTPA funds shown in your JTPA contract budgets. Another bulletin is being issued simultaneously which will provide you with additional information and clarification on the completion of your JTPA contract budget pages.

In some instances, agencies will not use their entire JTPA allocation by September 30, 2000. Please be aware that you will not lose the available balance. WIA contracts will be modified at a later date to incorporate the balance of the JTPA funds you do not expend by September 30, 2000.

The JTPA Close Out Package will include much more detailed information and will provide you with a contact person and phone number. Your immediate attention to completing the JTPA Close Out Package is appreciated.

A handwritten signature in black ink, appearing to read "Kenn Kessler", is positioned above a horizontal line.

KENNETH KESSLER, Director
Workforce Investment Programs